Appendix B: Questionnaire

U.S. DEPARTMENT OF EDUCATION NATIONAL CENTER FOR EDUCATION STATISTICS WASHINGTON, D.C. 20208-5651 OFFICE FOR **CIVIL** RIGHTS FEASIBILITY SURVEY **FAST RESPONSE SURVEY SYSTEM**	**FORM APPROVED:** **O.M.B. No.: 1850-0663** **EXPIRATION DATE: 5/92**

This survey is authorized by law (20 U.S.C. 1221e-1). While you are not required to respond, your cooperation is needed to make the results of this survey comprehensive, accurate, and timely.

Background and Purpose of the Study

The Office for Civil Rights (OCR) is charged with ensuring compliance with civil rights laws prohibiting discrimination in federally assisted education programs on the basis of race (Title VI of the Civil Rights Act of 1964), handicap (Section 504 of the Rehabilitation Act of 1973), sex (Title IX of the Education Amendments of 1972), and age (Age Discrimination Act of 1975).

OCR conducts the Elementary and Secondary School Civil Rights Survey, commonly called the E&S Survey, to provide OCR's regional offices with current data regarding compliance with civil rights laws. The E&S Survey is conducted on a biennial basis and revisions to the forms (ED101 and 102) for 1992 and 1994 are currently under consideration.

The purpose of this FRSS Civil Rights Feasibility Survey is to inform the E&S Survey revision process by examining the availability of:

- information for new items being considered for the 1994 E&S Survey; and

    information systems necessary to implement alternative data collection methods for the 1992 E&S Survey.

If you have any questions, please call survey manager Wendy Mansfield at Westat's toll-free number (800) 937-8281, or Judi Carpenter, the NCES Project Officer for FRSS, at (202) 219-1333.

AFFIX LABEL HERE

IF ABOVE INFORMATION IS INCORRECT, PLEASE UPDATE DIRECTLY ON LABEL.

Name of Person Completing This Form:_____   Telephone Number:_____

Title/position:_____

RETURN COMPLETED FORM TO WESTAT, INC., 1650 RESEARCH BOULEVARD, ROCKVILLE, MD 20850.

I. Information Systems

1. **Does** your district have an automated student record system that is integrated, i.e., can information from different sources on an individual student be linked?

Yes, currently operational 1
Planned for 1992-93 2
No 3

2. Does your district currently maintain the following types of individual student information on automated systems, on paper files, or not at all? *If your district does not have limited English proficiency (LEP) students, separate instructional setting for pregnant students, or interscholastic athletic activities, circle 5.*

	Automated systems	Paper files	Part automated, part paper files	Not at all	Not applicable
a. Race/ethnicity	1	2	3	4	
b. Sex	1	2	3	4	
c. Disability (handicap) category	1	2	3	4	
d. Limited English proficiency status	1	2	3	4	5
e. Instructional setting for pregnant students	1	2	3	4	5
f. Participation in interscholastic athletic activities	1	2	3	4	5
g. Disciplinary actions	1	2	3	4	
h. Reason for disciplinary actions (e.g., fighting, possession of drugs)	1	2	3	4	

3. If given the option, how would your district prefer to provide data currently reported on OCR E&S Survey forms ED101 and ED102?

	YES	NO		YES	NO
a. Paper questionnaire	1	2	d. MAC diskette	1	2
b. Magnetic tape	1	2	e. Apple diskette	1	2
c. IBM-compatible diskette	1	2	f. Other (specify)_____	1	2

4. In order to report OCR information on diskettes or other automated means, what kind(s) of assistance would your district require?

	YES	NO		YES	NO
a. Telephone hotline	1	2	e. Other (specify)_____	1	2
b. Written instructions	1	2			
c. Data editing specifications	1	2	f. Reporting by automated means not possible in foreseeable future	1	2
d. Computer file specifications	1	2			

II. Special Academic Programs

5. Which of the following academic programs are available in your district?

	YES	NO		YES	NO
a. Magnet programs	1	2	d. Honors programs	1	2
b. Gifted and talented programs	1	2	e. None (*If none, skip to Q7*)	1	2
c. Advanced Placement programs (AP)	1	2			

6. For each program available in your district, please indicate whether your district can report enrollment by the following student characteristics.

	A. Magnet programs		B. Gifted and talented programs		C. Advanced Placement programs		D. Honors programs	
	YES	NO	YES	NO	YES	NO	YES	NO
a. Enrollment by race/ethnicity	1	2	1	2	1	2	1	2
b. Enrollment by sex	1	2	1	2	1	2	1	2
c. Enrollment by disability (handicap)	1	2	1	2	1	2	1	2
d. Limited English proficient student enrollment	1	2	1	2	1	2	1	2

If no LEP students, check here and skip Q6d. ☐

III. School Discipline Data

7. **Circle** the number **describing** your district's disciplinary actions.

	Corporal punishment YES	Corporal punishment NO	In-school suspension YES	In-school suspension NO	Out-of-school suspension YES	Out-of-school suspension NO	Expulsion YES	Expulsion NO
a. Does your district administer each action? .... *If NO, skip Q7b and Q7c for that action.*	1	2	1	2	1	2	1	2

b. Can your district readily provide student discipline information by

	YES	NO	YES	NO	YES	NO	YES	NO
1. Student name or individual identifier	1	2	1	2	1	2	1	2
2. Race/ethnicity................................	1	2	1	2	1	2	1	2
3. Sex......................................	1	2	1	2	1	2	1	2
4. Disability (handicap).......................	1	2	1	2	1	2	1	2
5. Limited English proficiency status	1	2	1	2	1	2	1	2

*If no **LEP students, check** here and skip Q7b5.* ☐

c. **How easy or** difficult is it for your district to report the frequency (**number** of times) each disciplinary action was taken (**Column A**) and the **unduplicated** count of students disciplined (**Column B**)?

	A. Frequency of action VERY EASY			VERY DIFFI-CULT	UNABLE TO REPORT	B. Unduplicated count of students VERY EASY			VERY DIFFI-CULT	UNABLE TO REPORT
1. Corporal punishment 1	2	3	4		5	1	2	3	4	5
2. In-school suspension 1	2	3	4		5	1	2	3	4	5
3. Out-of-school suspension 1	2	3	4		5	1	2	3	4	5
4. Expulsion 1	2	3	4		5	1	2	3	4	5

d. Does **your district administer any other disciplinary action?**

Yes .... 1 *(specify)*_____

No 2

IV. Data For Special Populations

8a. **Do you classify your biracial/bi-ethnic students on records for your district's purposes** using one of the **5** standard federal categories: white, not of Hispanic origin; black, **not of Hispanic origin; Asian or Pacific Islander; American Indian** or Alaskan Native; Hispanic?

Yes 1

No 2

8b. If **NO,** how do you classify them? *(Circle only one)*

Separately as "biracial/bi-ethnic" 1

Separately as "other" 2

No biracial/bi-ethnic students 3

Another method *(specify)*_____ 4

	YES	SOME, BUT NOT ALL	NO
9. **Can** your district report information on the number of children with disabilities (handicaps) who are homeless? 1		2	3
10. IS it possible to identify the disabled (handicapped) children enrolled in your district whose mothers were alcohol dependent during their pregnancy? 1		2	3

11. IS it possible to identify the disabled (handicapped) children enrolled in your district